



CHADDS FORD TOWNSHIP SEWER AUTHORITY
REGULAR MEETING
SEPTEMBER 18, 2018

Board Members: Mark Stookey
Amanda Konyk
Dennis Henry

Not Present: Robert Lohr
Ted Mennicke

Also Present: Valerie Hoxter, Sewer Authority Manager
Mike Sheridan, Solicitor
Mike DiSantis, DELCORA
Tom Leisse, Pennoni Associates

ANNOUNCEMENTS

Chairman Stookey announced that Mr. Lohr and Mr. Mennicke were unable to attend the meeting. Attendance was taken with a quorum established.

MINUTES

Upon motion and second (Henry/Konyk) the minutes from the July 17, 2018 Regular Meeting were approved.

DELCORA

Mr. DiSantis presented his written report for the months of July and August 2018. There were no violations at either plant during July or August.

MANAGER

Ms. Hoxter presented her written report and updated the Board on private plant reports, the Knights Bridge Plant upgrade approval by the Board of Supervisors with anticipated work starting in spring of 2019, operations meeting and recent calls to our state representatives requesting their personal appeals on the Authority's behalf in support of the PA Small Water and Sewer Grant Application. Ms. Hoxter thanked the Board for their support during her father's illness and passing.

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ENGINEER

Mr. Leisse presented his written report and updated the Board on the status and schedule for the Act 537 Plan Update project including his requests for a pre-application meeting. Mr. Leisse is attempting to confirm submission and approval requirements prior to submission to PaDEP in order to avoid an incomplete submission.

SOLICITOR

Mr. Sheridan informed the Board that he has been assisting Ms. Hoxter in collecting on delinquent accounts by appearing in District Court. Judgments have been entered in the Authority's favor in every case and there is a thirty-day appeal period which must expire before next steps can be taken. There is one delinquent account for which an assets deposition has been scheduled. If the account holder fails to appear, Mr. Sheridan will file a Motion to Compel requiring the account holder to appear. Failure to appear then is a violation of a Court Order and the Court can impose sanctions.

ASSISTANT TREASURER

Ms. Hoxter presented the Assistant Treasurer's written report and reviewed cash balances.

Upon motion and second (Konyk/Henry) the Board approved ACH and check payments for August 2018 in the amount of \$18,843.60.

Upon motion and second (Konyk/Henry) the Board approved ACH and check payments for September 2018 in the amount of \$107,326.83.

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

Representatives for the Brandywine Summit II development at 1786-1792 Wilmington Pike appeared before the Board to review their proposed development and recently submitted Sewer Feasibility Application. The application was deemed incomplete and Mr. Leisse reviewed outstanding items with the applicant. Mr. Stookey suggested that the applicant's engineer contact Mr. Leisse to review what is required for the application.

Ms. Hoxter provided an update on the Springhill Farm – Concord Township connection. Ms. Hoxter and the Township Manager met with a representative of Springhill Farm and their engineer to assist with the Planning Module process and the township is on track to approve the Planning Module at the November Board of Supervisors meeting after advertisement and expiration of the required thirty-day comment period. Concord Township is advertising for the thirty-day comment period at the same time. Status of the Delcora and Pettinaro contracts with Springhill Farm was discussed.



Ms. Hoxter provided the Board with an update on recent meetings regarding financing opportunities for the Act 537 Plan Improvements Project. As a result of favorable rates and a less cumbersome application process, it was determined that proceeding with financing through Pennvest would be the best option for this project. If financing through Pennvest is not approved, the Authority is well-positioned for financing through Delaware Valley Regional Finance Authority. Ms. Hoxter informed the Board that in order to proceed with financing through Pennvest, the Authority must first obtain approvals from PaDEP for the project. Mr. Stookey reviewed rates and terms for the top three financing options and added that the township has indicated it will guarantee the loan for the Authority. Mr. Stookey further noted there is a possibility the township will make a capital contribution for a portion of the project.

Ms. Hoxter reviewed delinquent accounts.

Ms. Hoxter provided an update on the status of the mold remediation project under way in the file room.

Mr. Stookey reported on a recent meeting with Mr. Mennicke during which they reviewed the Authority's policy regarding mandatory purchase of additional EDUs for commercial customers who overuse their capacity. It was determined that the current policy should remain in effect.

NEW BUSINESS

Ms. Hoxter reviewed the 2019 Preliminary Budget.

Upon motion and second (Henry/Konyk) the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Valerie Hoxter
Authority Manager